



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON RED CLOUD AND AREA I  
UNIT # 15707  
APO AP 96258-5707

Policy Letter #8-5

IMRD-ZA

13 APR 2015.

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Area I Final-Out

1. Soldiers departing the 2<sup>nd</sup> Infantry Division on PCS will be authorized 14 duty days prior to their AVAIL (DEROS) date to receive Installation Clearance Record (not including Federal Holidays).
2. Soldiers who are command sponsored or joint domicile with dependents will have 14 duty days prior to their AVAIL (DEROS) date to receive Installation Clearance Record (not including Federal Holidays).
3. Every Soldier assigned or attached to Area I enclave is required to bring a copy of the completed Out-processing Survey or Transition Survey, in order to final-out the Area I MPD.
4. Soldiers clearing must be in full duty uniform for their out-processing briefing and to final out.
5. This memorandum supersedes any previous memorandum on the same subject.
6. Point of contact for this memorandum is the USAG-RC, Directorate of Human Resource, 732.6762/9011.

  
JOHN W. HAEFNER  
COL, EN  
Commanding

Distribution:  
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